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# ELECTIONS

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## MISSION STATEMENT

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The Office of Elections is responsible for protecting the integrity of the electoral process in the City of Norfolk through accurate maintenance of voter registration records and the efficient administration of elections.

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## DEPARTMENT OVERVIEW

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The Office of Elections provides voter registration services, maintains voter and elections records, and administers elections on behalf of the Norfolk Electoral Board.

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## BUDGET HIGHLIGHTS

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The total FY 2006 budget for Elections is \$555,300. This is a \$7,700 increase over the FY 2005 budget. This 1.4 percent increase is attributable to the increased cost of personnel services.

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## KEY GOALS AND OBJECTIVES

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- Continue to implement federal procedures required by the Help America Vote Act.
  - Expand services to voters as required by the Uniformed and Overseas Civilians Absentee Voting Act.
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## PRIOR YEAR ACCOMPLISHMENTS

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- Conducted Norfolk's first Presidential Election utilizing touch screen voting equipment and first federal election under provisions of the Help America Vote Act.
  - Initiated and implemented a Voting System Security Program.
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### Expenditure Summary

	FY 2003 ACTUAL	FY 2004 ACTUAL	FY 2005 APPROVED	FY 2006 APPROVED
Personnel Services	268,706	321,840	340,769	350,470
Materials, Supplies and Repairs	50,240	30,153	55,900	55,900
General Operations and Fixed Costs	104,394	205,594	150,929	150,930
Equipment	1,626	-	-	-
All- Purpose Appropriations	-	-	-	-2,000
<b>TOTAL</b>	<b>424,966</b>	<b>557,587</b>	<b>547,600</b>	<b>555,300</b>

## Program & Services

	FY 2004 ACTUAL	FY 2005 APPROVED	FY 2006 APPROVED	POSITIONS
<b>Voter Registration &amp; Elections</b>	<b>557,587</b>	<b>547,600</b>	<b>555,300</b>	<b>9</b>

The Office of Elections maintains the records Of 104,000 registered voters of Norfolk and coordinates voter registration activities and voter education programs throughout the City. The office also supervises over 1,000 Officers of Elections, oversees candidate-filing procedures, and audits campaign contribution and expenditure reports.

<b>TOTAL</b>	<b>533,700</b>	<b>547,600</b>	<b>555,300</b>	<b>9</b>
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## Strategic Priority: Public Accountability

### TACTICAL APPROACH

Administration of Voter Records and Elections.

PROGRAM INITIATIVES	FY 2003	FY 2004	F Y 2005	FY 2006	CHANGE
Number of Registered voters	105,570	102,380	110,614	107,000	-3%

### TACTICAL APPROACH

Administration of Voter Records and Elections.

PROGRAM INITIATIVES	FY 2003	FY 2004	FY 2005	FY 2006	CHANGE
Legal Action	0	1	0	0	NO CHANGE

## Position Summary

Position Title	Pay Grade	Minimum	Maximum	FY 2005 Positions	Change	FY 2006 Positions
Deputy Registrar/Elections Administrator	MAP06	36,593	58,499	1		1
Election Assistant I	OPS03	18,023	28,816	1		1
Election Assistant II	OPS05	20,923	33,451	1		1
Election Assistant III	OPS06	22,577	36,092	1		1
Member Electoral Board	CTY	-	-	3		3
Registrar/Election Administrator	COF	-	-	1		1
Senior Election Assistant	OPS08	26,358	42,136	1		1
<b>TOTAL</b>				<b>9</b>	<b>0</b>	<b>9</b>